

**EXTRACTS FROM THE MINUTES OF A REGULAR MEETING
OF THE COMMISSIONERS OF THE SOUTHEASTERN MINNESOTA
MULTI-COUNTY HOUSING AND REDEVELOPMENT AUTHORITY HELD ON THE
21st DAY OF DECEMBER 2011**

The Commissioners of Southeastern Minnesota Multi-County Housing and Redevelopment Authority met in a regular meeting at the SEMMCHRA Main Office in Wabasha, MN, at the hour and date duly established for the holding of such meeting.

Commissioner Beniak called the regular meeting to order and on role call the following answered present:

Robert Beniak	Jim Bryant	Rich Hall
Doug Klevos	Laura Mielke	Robert Noah
Jack Roberts	Marcia Ward	

Others Present: Joseph P. Wheeler and Karen DuCharme

The agenda and addendum were reviewed. Motion was made by Commissioner Klevos and seconded by Commissioner Bryant to approve the agenda and addendum. Passed unanimously.

OLD BUSINESS:

The minutes were reviewed and discussed from a regular meeting held on Wednesday, November 16, 2011. Motion was made by Commissioner Roberts and seconded by Commissioner Hall to approve the minutes from a regular meeting held on Wednesday, November 16, 2011. Passed unanimously.

Staff reviewed the Financial Summary Reports. Motion was made by Commissioner Bryant and seconded by Commissioner Noah to approve the Financial Summary Reports. Passed unanimously.

Staff updated the Board that the final levy amounts for Goodhue, Wabasha and Winona Counties were approved at the same amounts as the preliminary levy approval.

Staff reviewed the Section 8, Public Housing, Rivers Edge, Wabasha Apartments, Pepin Apartments, Lake Pepin Plaza, Lake Pepin Plaza II, Greenview Estates, Parkview Court, Holden Meadows, Countryside Way, Whispering Woods, Trailside Terrace, Rolling Hills, Fuller Estates, Heritage Hill, Nor-Plain Apartments, and Nor-Stone Apartments monthly reports.

Staff updated the Board on the levy request from Dodge, Fillmore, and Houston Counties for Section 8 shortfalls. After much discussion, a motion was made by Commissioner Bryant and seconded by Commissioner Klevos to send a letter to each of the three (3) counties requesting they pay their fair share and include a drop dead date of when applications from the three (3)

counties would no longer be received, along with the amount being spent in each county and with the recommendation for each county to discuss possible repercussions with their social service department. AYES: Robert Beniak, Jim Bryant, Rich Hall, Doug Klevos, Robert Noah, Jack Roberts, and Marcia Ward. ABSTAINED: Laura Mielke.

Staff requested approval of a resolution approving the revised 2011 Public Housing budget.

The resolution was introduced by Commissioner Beniak, read in full and considered:

11/12/21/01

Commissioner Bryant moved that the foregoing resolution be adopted as introduced and read, which motion was seconded by Commissioner Mielke and upon the roll call the AYES and NAYES were as follows:

AYES	NAYES
Robert Beniak	
Jim Bryant	
Rich Hall	
Doug Klevos	
Laura Mielke	
Robert Noah	
Jack Roberts	
Marcia Ward	

The chairperson thereupon declared said motion carried and resolution adopted.

Staff received a letter from SEMCAC regarding congregate dining site visits by the Department of Health at Maple Grove Apartments in Wabasha and Heritage Hill Apartments in Wanamingo. Both sites must have a commercial grade dishwasher in order to meet regulations. The cost to purchase and install two (2) commercial grade dishwashers is approximately \$5,000 each. Staff recommended that the dishes be sent to the sites where the meals are prepared for washing where commercial grade dishwashers are available. Motion was made by Commissioner Klevos and seconded by Commissioner Hall to take dishes to the sites where the meals are prepared. Passed unanimously.

Staff reviewed re-financing options for Lake Pepin Plaza and Lake Pepin Plaza II in order to pay down the principal on the Eagle's Basin bonds. After much discussion, the consensus of the Board was for staff to obtain more information for the next Board meeting.

Staff gave updates on the Dodge Center SCDP, Winona County SCDP, Dodge Center II SCDP, MIF Flood Recovery Grant – Wabasha County, and Revolving Loan Rehab Programs.

Staff requested approval of residential SCDP loans DC-115 and DCII-126. Motion was made by Commissioner Roberts and seconded by Commissioner Klevos to approve residential SCDP loans DC-115 and DCII-126. Passed unanimously.

Staff reviewed DCII-127, Request for Exception to 120% Loan to Value. Motion was made by Commissioner Klevos and seconded by Commissioner Roberts to approve DCII-127, Request for Exception to 120% Loan to Value. Passed unanimously.

Staff reviewed subordination Lew-103.

Staff reviewed the Satisfied Mortgages and the Public Housing Capital Improvement Project Reports.

Staff gave updates on the St. Charles, Elgin, Kenyon, Wabasha projects; Oak Court Apartments and Wabasha Apartments; the Minnesota City Participation Program (MCP); Wabasha County Public Health Building.

Staff informed the Board the split entry house in Eagle's Basin closed on December 15, 2011.

Staff informed the Board the covenants for Eagle's Basin need to be revised. The covenants were revised and approved by planning and zoning. Next, the covenants will be acted on by the city council.

Staff informed the Board that the closing for Oak Court Apartments in Lake City will take place on December 28, 2011.

Staff gave updates the Board on the Flood 2007 recovery efforts and the September 2010 flood recovery efforts.

NEW BUSINESS:

Commissioner Bryant asked staff how the date and time for the board meeting were set and asked if there was any interest in changing the date and time of when the meetings are held. Staff informed the Board that the meeting date has been the third Wednesday of the month since the HRA's inception, and the meeting time has changed to accommodate commissioners' schedules. The consensus of the Board was to consider changing to an afternoon time. The meeting time will be discussed at the next meeting.

Commissioner Roberts asked Commissioner Ward if she could inform the Board what is taking place with the Winona County EDA. Commissioner Ward said that the Winona County Board is not renewing the contract with Community and Economic Development Associates (CEDA).

Staff requested approval authorizing to adopt employee's personnel policy changes.

The resolution was introduced by Commissioner Beniak, read in full and considered:

11/12/21/02

Commissioner Roberts moved that the foregoing resolution be adopted as introduced and read, which motion was seconded by Commissioner Klevos and upon the roll call the AYES and NAYES were as follows:

AYES
Robert Beniak
Jim Bryant
Rich Hall
Doug Klevos
Laura Mielke
Robert Noah
Jack Roberts
Marcia Ward

NAYES

The chairperson thereupon declared said motion carried and resolution adopted.

Staff informed the Board that the 2012 mileage rate is \$0.555 per mile.

There being no further business to come before the Board, on motion duly made by Commissioner Roberts and seconded by Commissioner Bryant, the meeting was adjourned.

I certify that the above is a true and correct record of the proceedings of the Southeastern Minnesota Multi-County Housing and Redevelopment Authority at a regular meeting on December 21, 2011, at which a majority of the members of said Board was present.

(SEAL)

Robert Noah, Secretary